Monitoring, Evaluation and Learning Strategy

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WISER MEL STRATEGY

10 SECTIONS

• Background of the programme
• Aims and objectives
• Revised WISER ToC with its hypotheses and assumptions and the revised logframe
• A comprehensive M&E plan
• Evaluation processes, tools and methods for both WISER programme and projects
• Learning processes and methodologies
• Linkage to knowledge management
• Programme and project reporting
• Gender considerations with respect to MEL
• Roles and responsibilities of various MEL structures and budget for operationalisation
Aims and Objectives

• Ensure that evidence-based monitoring, evaluation and learning is understood as part of the project cycle
• Provide consistent information to stakeholders
• Ensure that knowledge generated through learning is captured and disseminated internally
• Ensure that the Organisation for Economic Co-operation and Development's -Development Assistance Committee (OECD-DAC) standard criteria for evaluation are followed
• Build capacity of programme and projects to incorporate MEL tools into design, planning, implementation and budgeting processes
• Guide the quarterly and annual technical and financial reporting processes.
Results Framework

• WISER Programme Theory of Change

• WISER logframe
Theory of Change

Hypothesis of Change: Improved governance and enabling environment combined with support to innovative research, along with mobilisation of partner networks (national/regional and global) and co-production of information leads to the development of more reliable, tailored and accessible services. This leads to greater uptake and use to inform decision making at all levels, demonstrating value and increasing resilience of African people

1) Need for an improved public and private sector enabling environment (policies, planning frameworks, user engagement and funding)
2) Multidisciplinary research to support co-design and development of weather and climate services for the region
3) Need for improved global, regional and national networks and partnerships
4) Need for strengthened national and regional climate-related institutions
5) Need for improved national and regional climate-related frameworks, user engagement and service delivery
6) Need for combining users and producers in a co-production process

Output 1: Strengthened enabling environment for the generation uptake and use of weather and climate services to support policymakers makes decision making at all levels

Output 2: Improved access to weather and climate information at national, sub-national and community level that improved their decision making

Output 3: Improved access to climate services decision making at all levels

Output 4: Strengthened global, regional and national networks and partnerships to support current generation, uptake and use of climate information

Output 5: Strengthened capacity of integration between producers, intermediaries and users that promotes improved service development and delivery at national, sub-national and community level through co-production

Intermediary outcome:
Improved access to weather and climate information at national, sub-national and community level that improved their decision making in Africa

Outcome: Increased use of improved, reliable, co-produced and accessible weather and climate services

Impact: Increased use of weather and climate services and mainstreaming into development and sector policies, plans and programmes supports sustainable development in Africa
Monitoring

Systematic data collection over the course of the programme

- Programme Logframe monitoring
- Project monitoring
- International Climate Fund indicator monitoring
- Gender
<table>
<thead>
<tr>
<th>Output Indicator 2.3</th>
<th>Number of African scientists achieving postgraduate qualification through fellowships in areas of climate related services</th>
</tr>
</thead>
</table>
| Data on the number of African scientists including fresh graduates who have been offered fellowships through the WISER programme to undertake post graduate studies in various tertiary institutions of higher learning | a. Review the Call for Fellowship awards  
b. Names of shortlisted fellowship candidates  
c. Agreements with shortlisted fellowship candidates  
d. Certified admission letters of candidates into institutions of higher learning  
e. Postgraduate qualification certificates  
f. Conduct key interviews with Fellowship candidates |
| Output Indicator 2.4 | Number of project evaluations and impact assessments generating evidence, knowledge and learning to inform decision making |
| Data on the number of mid and end line project evaluations  
Data on the number of assessments/studies conducted to generate new evidence/knowledge or enhance existing evidence/knowledge and learning on weather and climate services to inform decision making | Review:  
- Project formative and summative evaluation reports  
- Project impact assessment reports  
- Knowledge products |
| Met Office to hire MEL service provider to conduct project evaluations, impact assessments, aggregate and triangulate data on their use in decision making | Baseline  
Quarterly  
Annually |

**OUTPUT 3: Improved data at historical, present and future timescales and better production systems to support the generation of weather and climate information services**

<table>
<thead>
<tr>
<th>Output Indicator 3.1</th>
<th>Data on the number of WISER and DGCC projects</th>
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</table>
| Data on the number of WISER and DGCC projects | Review:  
- Project formative and summative evaluation reports  
- Project impact assessment reports  
- Knowledge products |
| Relevant Outputs for the MEL | Baseline  
Quarterly  
Annually |
Project level Monitoring

Objectives:

• Ensure that projects are aligned with the WISER programme results, milestones and targets,
• Clarify what is required for ME&L in the WISER project cycle,
• Provide a stepwise approach to implementing ME&L in WISER projects,
• Identify data and evidence collection and analysis stages,
• Provide suggestions for lesson learning in order to improve decision making and project implementation, and
• Provide the basics of project reporting.
Stage 1: Project Design

Step 1: Understand WISER ToC

Step 2: Understand WISER logframe

Step 3: Develop project ToC

Step 4: Align project ToC with WISER

Step 5: Identify similar initiatives

Step 6: Conduct stakeholder analysis

Step 7: Develop project logframe and align with WISER logframe

Step 8: Develop MEL plan

Step 9: Develop MEL budget

Stage 2: Project Implementation

Step 1: Collect baseline data

Step 2: Analyse the data

Step 3: Implement the M&EL plan

Stage 3: Reporting and lesson learning

Step 1: Write the narrative report

Step 2: Write the financial report

Step 3: Report lessons learned, action taken or assistance required

Document Lessons learned and implement decisions
## Logframe data collection methods

<table>
<thead>
<tr>
<th>Result level</th>
<th>Methods</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Impact</strong></td>
<td>• Use of the VfM and SEB framework</td>
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<tr>
<td></td>
<td>• Pilot studies on losses</td>
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<td></td>
<td>• Household surveys</td>
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<td></td>
<td>• Research studies</td>
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<td></td>
<td>• Review of project reports</td>
</tr>
<tr>
<td><strong>Outcome and intermediate outcome</strong></td>
<td>• Key informant interviews</td>
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<td></td>
<td>• Review of documents</td>
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<td></td>
<td>• Focus group discussions</td>
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<td></td>
<td>• Review of NMHS records</td>
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<td>• Aggregations of data from output indicators</td>
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<td></td>
<td>• User engagement surveys, co-production survey</td>
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<tr>
<td><strong>Outputs</strong></td>
<td>• Review of relevant documents: modernization plans, agreements, research outputs, learning events, training reports, fellowship awards, project impact assessment reports, knowledge products, upgraded weather and climate data sets, coordinated national plans, digitization reports, QMS, MOUs, equipment procured, training reports, participant lists etc.</td>
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<td></td>
<td>• Key interviews</td>
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<td>• Stakeholder satisfaction survey</td>
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ICF Indicator Monitoring

<table>
<thead>
<tr>
<th>ICF indicator</th>
<th>WISER Logframe indicator</th>
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<tbody>
<tr>
<td>ICF 1: Number of people provided with support to cope with climate change</td>
<td>Intermediate outcome indicator 1: Improved access to weather and climate information at national, sub-national and community levels</td>
</tr>
<tr>
<td>ICF 4: Number of people with improved resilience)</td>
<td>Impact Indicator 2: Number of people with improved resilience resulting from WISER support Br Outcome indicator 3: Number of households using new or improved climate information services</td>
</tr>
<tr>
<td>ICF 11 and 12: Amount of funds leveraged/mobilised by the public and private sectors</td>
<td>Output indicator 1.2: Amount of public and private funds leveraged for improved generation, uptake and use of weather and climate services as a result of WISER activities</td>
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<tr>
<td>ICF indicator</td>
<td>Logframe indicator</td>
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<tr>
<td><strong>ICF indicator 15: The extent to which WISER will have a transformational impact</strong></td>
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<tr>
<td>• <strong>Outcome Indicator 1:</strong> No. of countries that have included weather and climate information in development plans</td>
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<tr>
<td>• <strong>Outcome Indicator 2:</strong> Number of organisations and institutions using new or improved weather and climate information</td>
<td></td>
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<tr>
<td>• <strong>Intermediate Outcome Indicator 3:</strong> Number of regional or national disaster management structures accessing new or improved climate information</td>
<td></td>
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<tr>
<td>• <strong>Intermediate Outcome Indicator 4:</strong> Number of new or improved co-produced climate service products being delivered</td>
<td></td>
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<tr>
<td>• <strong>Output Indicator 1.1:</strong> Number of NMHSs and RCCs with modernisation plans</td>
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<tr>
<td>• <strong>Output Indicator 1.3:</strong> Number of joint and learning initiatives at regional, national and sub-national levels</td>
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<tr>
<td>• <strong>Output Indicator 2.1:</strong> Number of research outputs on weather and climate information services.</td>
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<tr>
<td>• <strong>Output Indicator 2.2:</strong> Number of African scientists and researchers supported by WISER in climate and social sciences working in African institutes that have built expertise on the development of user-led weather and climate services.</td>
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</tbody>
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## Monitoring gender inclusion

<table>
<thead>
<tr>
<th>Indicator</th>
<th>Disaggregation</th>
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</thead>
<tbody>
<tr>
<td><strong>Impact Indicator 2</strong></td>
<td>Number of people with improved resilience</td>
</tr>
<tr>
<td><strong>Outcome Indicator 3</strong></td>
<td>Number of households using new or improved climate information/services</td>
</tr>
<tr>
<td><strong>Intermediate Outcome Indicator 1</strong></td>
<td>Number of households able to access new/improved climate services through a range of intermediaries and communication channels</td>
</tr>
<tr>
<td><strong>Output Indicator 2.2</strong></td>
<td>Number of African scientists and researchers supported by WISER in climate and social sciences working in African institutions that have built expertise on the development of user-led weather and climate services.</td>
</tr>
<tr>
<td><strong>Output Indicator 2.3</strong></td>
<td>Number of African scientists achieving postgraduate qualification through fellowships in areas of climate related services</td>
</tr>
<tr>
<td><strong>Output Indicator 5.2</strong></td>
<td>Number of people in user and producer organisations trained in development, co-production and use of climate services</td>
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Evaluation

• Understand achievement of intended and unintended results and their impact on stakeholders.
• Provide an important source of evidence for the achievement of results and programme performance.
• Contribute to programme learning and knowledge building by drawing lessons from successes and failures, on what works and what does not.
• Serve as a basis for improved decision making and strategic positioning of WISER in the weather and climate services sector.
Evaluation

- Internal programme reviews
- Project mid-term evaluations
- Project end-term evaluations
- Programme impacts evaluation
- Research studies

Use of OECD-DAC criteria
- Relevance
- Efficiency
- Effectiveness
- Impact
- Sustainability
Research studies
(Evaluation Knowledge Products)

• The impacts of co-production processes in decision making in relation to climate change and sustainable development

• The impacts of improved knowledge and capacity on weather and climate services amongst African Scientists.

• The impacts of regional initiatives on weather and climate services as compared to national and sub-national initiatives

• Regional comparison between a country’s meteorology profile and funding for NMHSs
Learning Cycle
Learning

- Capture and share knowledge generated during the design and implementation phases
- Ensure that projects with related activities build on each other’s efforts to make a significant difference
- Identify gaps that may need further research
- Facilitate evidence sharing that will enable projects and the programme to adapt and apply best practices.
- Facilitate identification of failures as learning opportunities
- Share knowledge externally to create broader opportunities for WISER
Learning Plan includes:

• Establish a platform for sharing key documents: share point, knowledge portal, group emails, social media etc.

• Evidence reflection sessions: presentation of results and reflection of challenges, successes etc.

• Lesson learning events: Consolidation of lessons from projects and reflection

• Peer reviews: projects critiquing projects
Knowledge Management

• Invest in a Knowledge Manager,
• Establish a knowledge needs baseline,
• Identify critical stakeholders and end users,
• Develop an engagement strategy which will be tied to the WISER communications plan,
• Establish monitoring mechanisms to capture process and learning.
Reporting

a) WISER Programme reporting to DFID – quarterly and annually

b) WISER Project reporting - quarterly and annually
   • Reporting achievements against logframe results and indicators
   • Risks and assumptions
   • M&E
   • Lessons learnt
   • Outreach and communication
   • Financial summary
   • Annexes with evidence of results

c) Internal reports (within the WISER programme and within projects) – meeting reports, activity reports, process reports, etc.
Operationalising the MEL Strategy
Roles and Responsibilities

• The Fund Manager – Recruitment of an M&E Manager who will ensure that this strategy is implemented during implementation.

• The Projects – Provide for an M&E function in their implementation structure and allocate the necessary budget from their overall project budget.

• Use of different service providers (M&E support, researchers) – These providers can be hired by the Fund Manager or the projects, to provide support for different MEL functions.
# Roles and Responsibilities

## WISER PROGRAMME MEL PLAN

<table>
<thead>
<tr>
<th>Indicators</th>
<th>Type of data/information</th>
<th>Data collection methodology</th>
<th>Responsible for data collection</th>
<th>Frequency of data collection</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>IMPACT</strong>: Increased use of weather and climate information and mainstreaming into development and sector policies, plans and programmes supports sustainable development in Africa</td>
<td></td>
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<tr>
<td>II 1: Value of avoided losses due to use of climate information</td>
<td>Amount of economic losses incurred due to lack of use of weather and climate information services</td>
<td>a. Use of the VFM and SEB framework</td>
<td>a. Met Office to commission the VFM, SEB team</td>
<td>Baseline</td>
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<td>b. Conduct pilot studies to determine economic losses</td>
<td>b. Met Office M&amp;E team</td>
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<td></td>
<td></td>
<td>c. Review of relevant annual project progress reports</td>
<td>c. Met Office M&amp;E team</td>
<td>End line: to compare with the baseline</td>
</tr>
<tr>
<td>II 2: Number of people with improved resilience resulting from WISER support</td>
<td>Number of people whose resilience has improved as a result of using weather and climate information</td>
<td>a. Conduct household surveys in the countries where WISER projects are relevant to improving resilience</td>
<td>a. Projects addressing use of climate information to commission a MEL service provider to undertake household surveys</td>
<td>Baseline</td>
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<td></td>
<td>b. Conduct research on the impacts of coproduction processes in decision making in relation to climate change and sustainable development at national and sub-national levels</td>
<td>b. Met Office to commission MEL service provider to conduct impact research</td>
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<tr>
<td></td>
<td></td>
<td>c. Review of relevant programme and project progress reports</td>
<td>c. Met Office M&amp;E team to aggregate results from different projects</td>
<td>End line: to compare with the baseline</td>
</tr>
<tr>
<td><strong>OUTCOME</strong>: Increased use of improved, reliable, co-produced and accessible weather and climate services to inform regional, national, sub-national and community level policy, planning and decision-making in Africa</td>
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</tr>
<tr>
<td>II 1: Number of countries that have included weather and climate information in regional, national, sub-national and sectoral</td>
<td>Data on the number of countries where the WISER programme, weather and climate policies have been mainstreamed in planning documents at different levels.</td>
<td>a. Review of relevant project progress reports</td>
<td>a. Met Office M&amp;E team to aggregate results from different projects</td>
<td>Baseline</td>
</tr>
<tr>
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<td></td>
<td>b. Collect evidence from regional,</td>
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<td>Annually</td>
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Project M&E teams

✓ Using the Project MEL guidance to design, monitor and report their project’s progress to the WISER programme.

✓ Refining the project MEL frameworks, ToC and Logframes in liaison with the Fund Manager MEL team / MEL service provider.

✓ Undertaking training on MEL organized by the Fund Manager MEL team or the MEL service provider.

✓ Implementing the project’s MEL plan.

✓ Collecting data and evidence that will be used to report against the project’s indicators, outputs and outcomes.

✓ Documenting lessons learned and participating in learning events organized by the Fund Manager MEL team.

✓ Reporting quarterly and annually using the templates provided by the Fund Manager’s MEL team.

✓ Developing the ToRs for MEL service providers in liaison with the Fund Manager’s MEL team.

✓ Management of the MEL service providers in liaison with the Fund Manager’s MEL team.
Thank you!